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COME EXPLORE BUFFALO

Its charm is in its people who give the city its cultural diversity, deep-rooted heritage, and fanatical sports enthusiasm!

Buffalo, New York — the “City of Good Neighbors,” the “Queen City,” the “City With No Illusions” (as a local artist aptly phrased it) — has a great deal to offer visitors. Allow me to introduce (drum roll):

TOP TEN CONVINCING AND ABSOLUTELY TRUE REASONS TO COME TO BUFFALO

10. **DELICIOUS CHICKEN WINGS...** and a variety of good food. Buffalo is blessed with great, inexpensive restau-

rants from rich, French cuisine to mouthwatering hotdogs or our famous chicken wings (some like ‘em lava hot!) Weight watchers beware!

9. **SET IN STONE...** is the architecture. Gaze upon the downtown skyline and it doesn’t have that “clusterphobic” steel/glass/cement feeling of other cities. The City hall, the Guaranty or Ellicott Square Buildings, Shea’s Buffalo Theatre and the Erie Community College City Campus have such intricate designs and abundant detail nestled among such modern styles as the baseball stadium and renowned hotels.

8. **WATER, WATER EVERYWHERE...** the historic Erie Canal, the mighty Niagara River and Falls, Lake Erie and Delaware Park Lake give us our greatest resource. Boat, fish, swim, jet ski or just lounge along the shore.

7. **OH, CANADA (eh?)...** escape into a foreign, friendly country from the world’s busiest international crossing. Either the Peace Bridge, the Lewiston-Queenston span or the Rainbow Bridge will get you there in no time (after a few citizenship questions at the border).

Continued on P. 3



VIEW OF BUFFALO, 1825.

FROM A PHOTOGRAPH OF AN OLD DRAWING IN POSSESSION OF THE BUFFALO HISTORICAL SOCIETY.

Print Courtesy of Buffalo and Erie County Historical Society

FROM THE CHAIR

Toward a More Hospitable Hospitality

When someone labeled as “courageous” the Steering Committee decision to restrict the serving of alcoholic beverages at MARAC events, I was reminded of a political scientist’s aphorism, namely: any action by a legislative body or a head of government that can be objectively described as “bold” or “courageous,” is also suicidal.

Whether our decision last February to prohibit MARAC, its officers, committees, and other representatives from serving alcohol at MARAC-sponsored programs was truly wise and in the best interests of the organization — or simply an act of *hara-kiri* — has yet to be determined. Certainly the new policy has drawn fire from many quarters. Wet or dry hospitality was not the advertised theme of Richard Cox’s very successful spring program at Pittsburgh, but the question to serve or not to serve spirits seemed to dominate most of my discussion at the meeting.

Some criticism of the new policy has been justified. For one thing, it came as a jolting surprise to many members. Although general liability issues and MARAC’s exposure to personal injury lawsuits have been subjects of active study by the Steering Committee for at least two years — with status reports at business meetings and in *maa* — the obvious linkage between serving alcohol and our ability to get insurance to protect MARAC and its officers was not explained to the membership as directly and forcefully as perhaps it should have been. The threat to a venerable tradition such as the MARAC hospitality suite wet bar was not generally known outside the governing body. While adoption of the new policy was reported (and lamented, at least by this writer) in the last issue of *maa*, publication delays resulted in many members receiving their copies late — some even after the Spring 1992 meeting. And so

most members arrived at Pittsburgh unaware of the policy change — and, it seemed to me, unusually thirsty.

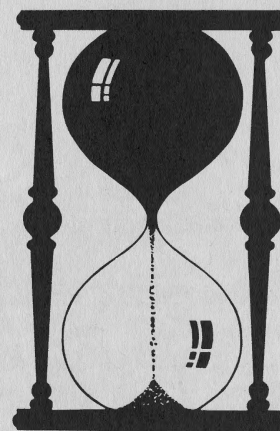
The facts are that the liability issue was intensively researched by our task force, led by past MARAC treasurer Cynthia Swank, and attempts were made to obtain insurance to both protect the organization’s assets and remove from its officers personal liability in the event someone attending a MARAC event sustained an injury. Put simply, we could not get insurance operating as we had done for twenty years. Our exposure to personal injury suit was real and, in the view of skeptical legal counsel and prospective insurance carriers, unmitigated by the responsible drinking habits of MARAC members and archivists in general. Voting to stop MARAC serving alcohol was the prudent, sensible thing to do, and so the Steering Committee held our noses and passed the policy change.

What can we do now? Become teetotalers all? Common sense says that we cannot. We shall have to be creative, as the Pittsburgh local arrangements committee had to do this spring on very short notice. There the LAC arranged a wonderful evening reception at which the host institution agreed to accept the liability of serving wine. Unfortunately, it was not possible to solve the problem in the hospitality suite, as hotel charges for supplying beverages, food, and a staff bartender were prohibitively expensive. With no means of removing the primary liability from MARAC for offering alcoholic refreshments in hospitality, the LAC had to make it dry.

MARAC hospitality, while not universally attended by members, is still generally perceived as an important component of our semiannual meetings: an informal social gathering that allows members to broaden and

strengthen individual ties with their colleagues in the region, thereby enhancing to strength of the conference as a whole. Not surprisingly, it is a place where a great deal of MARAC business is transacted. Dry hospitality will have a centrifugal effect on us, splintering the whole into many small groups.

As I stated at the Pittsburgh business meeting, the Steering Committee and Meetings Coordinating Committee are sensitive to the need to solve this problem without exposing MARAC, its officers, and committee members to undue liability risk. We are in contact with other organizations of similar size, purpose, and structure to see how they have dealt with the issue. We are encouraging the LACs for the next few semiannual meetings to experiment sensibly and responsibly with some different ideas and approaches, with careful oversight by the Steering Committee. I am confident that we can find a formula — or perhaps several of them — to restore a MARAC tradition.



COME EXPLORE BUFFALO

Continued from P. 3

6. **COMEDY, TRAGEDY OR ELEPHANTS...** we're rich in culture - and there are many choices among the visual and performing arts: the internationally known Albright-Know Art Gallery, the Zoo, the Buffalo Philharmonic Orchestra, Studio Arena Theater, the Historic and the Science Museums, along with many very good local troupes and galleries, add to our quality of life.

5. **GOOD SPORTS...** the hockey Sabres, the baseball Bisons and (bow heads) the football Bills are the highlights, but enthusiasts enjoy competitive college events or the lacrosse Bandits (champions in their maiden season last year). There's only three residents who don't like sports, but they won't go public!

4. **WILL THAT BE CASH OR CHARGE?**... Whether you need an Armani suit or a K-Mart special, the shopping here covers all needs. Generally, outside the city it's the land of malls, inside the urban borders are boutiques and bric-a-brac shops galore. Always a sale going on 'round here!

3. **FROM THE MOUNTAINS TO THE VALLEYS...** okay, so it's stretching our geographic landscapes and there's no oceans white with foam, but drive within an hour's radius and discover beaches and waterfront, lush vineyards and farm scenes, ski hills, Olmsted parks, quaint villages and bustling neighborhoods.

2. **IF YOU DON'T LIKE THE WEATHER, WAIT A MINUTE...** goes the local joke. Sure, we sometimes curse an occasional February ice storm at rush hour, but we've seen worse conditions in distant states on our TVs. Beautiful summers, crisp autumns, mild springtimes and, yes, snowy, brisk winters give us the environment with four seasons.

1. **HISTORY AND HERITAGE...** with its college and state universities, a branch library system, museums and archival repositories (bet the locals don't call them that) you can't get enough of yesterday's treasures and today's happenings.

Come taste the perogi at the East side's Broadway market, smell the flowers in south Buffalo's Botanical Gardens, hear the jazz in nightclubs surrounding the Theatre District or just come and feel the charm of Buffalo. You'll see why generations of families make this home and visitors come back for more!

— Lynn Marinelli

BUFFALO PROGRAM

By David Carmicheal

Unless you are Rip Van Winkle, you may have noticed that we are living in an age of belt-tightening and budget reductions. Cultural and educational institutions are vying for fewer and fewer dollars. Archivists should be more interested than ever in outreach: to our legislators, our funding agencies, and to the public.

Many of the sessions at MARAC's Fall meeting in Buffalo will address the question of how archivists can reach out effectively to expand funding, increase collection use, and heighten public awareness. The conference will provide other, non-outreach, workshops and sessions on the MARC/AMC format, identifying and caring for nineteenth century photographs, and the conflicting claims to a recently-discovered portion of the manuscript of Huckleberry Finn.

But the focus will be on practical outreach. A pre-conference workshop on "Graphic Design for Archivists" will instruct us how to design brochures and newsletters for maximum impact; conference sessions on teaching with archival documents, using anniversaries and special events as outreach opportunities, preservation awareness, and internal outreach methods will explain how we can get our message out to our constituents, our parent agencies, and the general public.

Friday afternoon will be devoted to three mini-workshops: "How to Work with Legislators" will concentrate on the practical aspects of advocacy and lobbying efforts; "How to Work with the Media" will explain how to get media coverage through effective press releases and other techniques; and "Telling the Researcher Where to Go" will use discussion and role playing (featuring the National Archives Players) to explore various reference strategies.

TABLE OF CONTENTS

Come Explore Buffalo	1
From The Chair	2
Buffalo Program	3
MARAC's 20th Anniversary	4
Twentieth Anniversary History Quiz	4
MARAC News	9
News Notes	10
Reference Shelf	11
Session Abstracts	14
People	15
Preservation News	16
Employment	17
Steering Committee	18
MARAC Business Meeting	19
Treasurer's Report	22

MARAC'S 20TH ANNIVERSARY

MARAC Celebrates Twenty Years in Pittsburgh!

The Mid-Atlantic Regional Archives Conference celebrated its twentieth anniversary Saturday May 9th during the Spring 1992 Meeting held in Pittsburgh, Pennsylvania. The celebration culminated with a campaign brunch held in the elegant University Club of the University of Pittsburgh. The Anniversary Program began with a toast offered by former MARAC Chair Lee Stout who was assisted by past Chairs Bruce Ambacher, Mary Elizabeth Ruwell, Ron Becker, Bob Morris and current Chair Karl Niederer. The toast:

One score and zero years ago, 33 of our archival ancestors brought forth to this region, an organization dedicated to education, cooperation, professional competence and wet hospitality. And...well you know the rest — Here's to twenty years of wonderful friendships and continuous growth. And here's to the next twenty years may it be even more prosperous!

was heartily received.

Don Harrison and Lee Stout won a free meal at an upcoming MARAC meeting for correctly answering the most questions on the MARAC History Quiz (see box). Adele Lerner and Judy Thorne received free registration to a future meeting in the "Were You There?" drawing. Adele has attended 37 out of 40 MARAC meetings held since 1972!

Following the prizes, Greg Hunter entertained the group with a slide presentation entitled, "The Top Ten Reasons Why MARAC Still Exists After 20 Years." This presentation was followed by a light hearted look at MARAC's history highlighted by slides of images from the MARAC archives.

MARAC honored its 20 year members by presenting the coveted "FOGEY" (Fabled Original Generation Enrollees of Yesteryear) buttons to nine of forty-seven recipients present including Ron Becker, Edmund Berkeley, Arthur Breton, Frank Evans, Don Harrison,

Adele Lerner, Leonard Rapport, Mary Elizabeth Ruwell and Frank Zabrosky. Other MARAC FOGYs are: Dean Allard, Marie Allen, Bland Blandford, Mary Boccaccio, Rebecca Colesar, Miriam Crawford, Maygene Daniels, Robert Devlin, Amy Doherty, Thomas Dunning, Nicholas Falco, Shonnie Finnegan, Jerome Finster, Anne Freudenber, Vesta Gordon, Jon Heddesheimer, Greg Johnson, Maida Loescher, Albert Lyons, Joanne Mattem, Terry McNealy, R. Michael McReynolds, Nancy Merz, Anita Nolan, Ed Papenfuse, Paul Perkus, Mike Plunkett, Willie Ray, Edwin Schell, Martha Sloten, Ann Southwell, Ruth Sternfeld, Richard Strassberg, Raymond Teichman, Robert Van Benthuyzen, Evert Volkersz, Joan Warnow-Blewett and David Wartluft.

The "FOGEY" buttons became an instant hit. Pittsburgh Program Chair Richard Cox introduced Edmund Berkeley at the closing plenary session as a SAA Fellow and a MARAC FOGY!

The highlight of the celebration was the presentation of the Distinguished Member Awards. MARAC conferred distinguished member status on Ron Becker, Martha Sloten, Don Harrison, Mary Boccaccio and Leonard Rapport. The Texts of the presentations follow.

TWENTIETH ANNIVERSARY HISTORY QUIZ. DO YOU KNOW THE ANSWERS?

1. MARAC's organizational meeting was held during which hurricane?
2. At which meeting did MARAC participants share the hotel with the Pittsburgh Symphony?
3. MARAC lore holds that one theme meeting was planned in meticulous detail so many years in advance that many of the original speakers recruited to present session papers had died or made career changes by the time the meeting was held. Which meeting was it?
4. Who remarked at a 1987 Conference "If you do a good job with MARAC, you can grow up to hold office in SAA?"
5. Which local arrangements chairman achieved distinction for having "his own Roe to hoe?"
6. When and where did the midnight walking tour take place?
7. Which meeting site has guaranteed and delivered a high school senior prom for entertainment both times MARAC has met there?
8. Which city has hosted the most semi-annual meetings?
9. Which meeting featured the "Tour de Trump" bicycle race?
10. Which MARAC Chairperson won the title "Grand Inquisitor" for grilling a nominee for Archivist of the United States?

Answers on Page 6

MARAC'S 20TH ANNIVERSARY

MARAC Celebrates Mary Boccaccio

Mary Boccaccio

Presented by Adele A. Lerner

My first day as an Archivist coincided with the first full scale MARAC meeting in October 1972. As you know it was in Wilmington, Delaware. One of the first people I met when I went to register as a neophyte Archivist was Mary Boccaccio. At that time, I did not realize that I had Mary to thank for a wonderful introduction to the world of Archives and a unique opportunity to meet so many wise and wonderful professional colleagues - eventual friends.

Mary Boccaccio was truly a godmother to MARAC. The planning for MARAC took place at the University of Maryland where Mary was the Archivist. But let me read it in Mary's own words:

MARAC began one afternoon at the University of Maryland during what turned out to be hurricane Agnes. About 15-20 people from the 7 state area came, though as the storm worsened, those working in DC were called away, one by one to flooded basements. Flights were cancelled, so a couple of people stayed overnight with me.

This kind of generosity and openness is typical of Mary. She gives freely. Ruth Sternfeld, now retired, but new to the profession 22 years ago has told me how Mary, already a knowledgeable keeper of records at the Rockefeller Family Archives, helped her, advising what to do and to read. Schellenberg was about all that was available back then. Mary gave a lot of informal consultations and helped set a new archivist on to the right road. Her role in creating MARAC was an extension of this - and we are all on the right road, thanks to her.

Since this Distinguished Member Award is a surprise, I could not call Mary and ask for her resume - so I hope she'll forgive my inadequate review of her career as an Archivist.

Mary was Assistant Archivist at the Rockefeller Family Archives before she became Archivist at the University of Maryland, her home base in 1972. Her site in Maryland surely was a positive influence on MARAC since our second meeting was in nearby Baltimore. Mary was also the MARAC Archivist, keeping our records at the University. Indeed, the MARAC Archives are still there. Mary moved, still staying in the MARAC region, up to New York to become the Archivist of the Jacob Javits Papers - situated at the State University in Stony Brook on Long Island.

Upon completion of the Javits Papers, Mary left us, moving to Greenville, North Carolina to work at East Carolina University. She is no longer officially in the MARAC region, but she has continued to attend most meetings - unfortunately not this one. Mary has always been an outdoors person and she now has her house and gardens to give her pleasure.

It's difficult to know where we would be without the time and effort that Mary Boccaccio has donated to MARAC. A founding mother, first MARAC Archivist and a member of the first two informal local arrangements committees. Again - her own words - regarding the Wilmington meeting:

Elsie (Freeman) and I knew that we were supposed to get a room in the hotel for members to sit and visit and talk and eat chips and drink coke, so we talked the hotel into one. They weren't going to charge us for it and, in fact, we forgot to use it.

She worked on several editions of the MARAC T-shirt. Mary also served, during some of the early years, as Secretary to MARAC. When Don Harrison took some time off to finish his Ph.D. - Mary Boccaccio became Editor of the *mid-atlantic archivist*. She saw to the printing of *mid-atlantic archivist* in Virginia, and then would mail the appropriate number of Newsletters to each state

representative, who then, in turn, would mail to each member - folding and labeling and stamping each *maa*. yes - those were the good old days! In 1988, Mary edited MARAC's *Constitutional Issues and Archives*.

I'm certain that I have left out many of Mary's less specific contributions to our organization. I can remember her introducing a group of us to the dubious pleasure of steamed hard shell crabs in pepper, a specialty of Obrycki's Seafood House in Baltimore. As Mary herself recalls:

It was wonderful, but funny thing. The next morning you could tell the ones that had been out for pepper crab. We all had beet red faces.

I can remember many quiet talks in many hospitality suites. For Mary has, to me, always been a reservoir of calm - of gentle wit - and of great competence. She is certainly one of MARAC's Most Distinguished Members.

On behalf of the Mid-Atlantic Regional Archives Conference, I am proud to present to Mary Boccaccio the Most Distinguished Member Awards. Accepting it for Mary Boccaccio is Mary Elizabeth Ruwell.

MARAC'S 20TH ANNIVERSARY

MARAC Celebrates Martha Slotten

Martha Slotten

Presented by Bob Coley

Twenty years ago a beginning archivist came to Pennsylvania to organize a small college archives and needed help desperately. Luckily he heard of an experienced archivist operating a successful program at a college not far away. The program included not only a formal archival management component but a teaching component as well. Students learned the value of primary research materials by using documents in the college archives. She was also active in the college's Friends of the Library Group, serving as Secretary and Editor of the Group's publications.

When he came for an interview and tour of the premises, he was welcomed as a friend and given such good advice that his archival program still contains strong echoes of hers. As does the Friends of Ganser Library at Millersville. I have felt free to call upon her even in her retirement to help me over rough spots in my archival program. I'm sure others in this room can cite similar examples of this archivist/historian's willingness to help others.

After her official retirement. She acted several years as a consultant to archivists and archival programs in the area and appeared as a presenter at conferences.

At the time of my first visit she told me about a fledgling organization of archivists which would be holding one of its second meetings at Baltimore in a few months. She was so convincing of the merits of the organization, new that it was, that I accepted her invitation and attended. Not only did I attend, but I joined! At almost all of the meetings I attended for at least 15 years this lady with the smiling face was there to help anyone needing help. Having dinner with her was always a highlight of each conference.

As one of the founders of MARAC, she was in on the groundbreaking ceremony and helped build the many storied building we see today. She served behind the scenes much of the time, but she also served in the highly visible offices of Secretary, Vice President, State Representative, and member of the Steering Committee for a number of years. In addition she has served on both the Local Arrangements and the Program Committees for most meetings held in Eastern Pennsylvania. In all these capacities she has served with distinction.

I can truthfully say that even now when I think of MARAC I think first of Martha Slotten. She is more than a mentor; she is more than a colleague; she is a friend. On behalf of MARAC, I am happy to present to her this Distinguished Member Award. She was unable to attend this meeting because of her involvement in the restoration of a theater in Carlisle and in a political campaign in her district. Receiving on behalf of Martha is Jan Blodgett, her successor at Dickinson College.

TWENTIETH ANNIVERSARY HISTORY QUIZ. DID YOU KNOW THE ANSWERS?

Answers to quiz:

1. Hurricane Agnes
2. Lancaster, Pennsylvania, Fall 1980
3. Alexandria, Virginia, Fall 1990
4. Frank Burke
5. Jim Corsaro, Local Arrangements Chair for Albany, Spring 1989
6. Newark, New Jersey, Fall 1974
7. New Brunswick, New Jersey
8. Philadelphia, Pennsylvania
9. Albany, New York, Spring 1989
10. Bob Morris

MARAC'S 20TH ANNIVERSARY

MARAC Celebrates Leonard Rapport

Leonard A. Rapport

Presented by Ervin L. Jordan, Jr.

During MARAC's 1991 fall meeting in Roanoke, Virginia, Leonard Rapport and I were roommates. As I nervously scrutinized my session paper he kindly volunteered to critique it. His comments were constructive and increased the archival debt I owe him. Over the years, he has followed my progress and offered encouragement; had it not been for him I probably would not have become an archivist.

Leonard, a native of Durham, North Carolina, and graduate of the University of North Carolina and George Washington University, was an army captain during 1941-1948. Between 1949-1957 and from 1968 until his retirement in October 1984 he was an archivist at the National Archives. His long and varied career as an archivist and historian encompasses tenure as editor of the University of North Carolina Press and associate editor, *Documentary History of the Ratification of the Federal Constitution* (National Historical Publications Commission). His first article, published in 1936, and numerous others, have appeared in *The Virginia Quarterly Review*, *Prologue*, and *The American Archivist*. His 1979 article, "Fakes and Facsimiles: Problems of Identification," endures as a distinguished contribution to archival literature.

It is no surprise to learn of his activities in other organizations: the American Association for State and Local History, the D.C. Historical Records Advisory Board, the Organization of American Historians, and the Manuscript Society. His talents and service resulted in recognition and honors including grants from the Ford Foundation, the National Endowment For the Humanities, and an Andrew Mellon fellowship. He was named a Society of American Archivists Fellow in 1970 and the 1982 recipient of MARAC's Arline Custer Memorial

Award for his article "No Grandfather Clause: Reappraising Accessioned Records."¹

I first met Leonard in 1977 while a history graduate student at Old Dominion University in Norfolk, Virginia. He was a guest speaker for one of my courses, and I remember being greatly interested in what he had to say about careers for liberal arts majors. I was fascinated by his enthusiasm for archival work, though at the time I vaguely knew what an archivist was. I had no idea that being one could mean a rewarding career.

After class I spoke to him about my career goals. He was sympathetic and encouraging, and pointed out that my history department offered a graduate archives administration course. He endorsed it as an excellent route to learning the business and an upper hand for full-time employment because little formal archival training existed in the United States.² Take advantage of this opportunity," he advised. "Make certain the course offers instruction on the techniques of oral history interviewing, document arrangement and repairs, and preparation of finding aids."

After graduation I attended MARAC's 1979 spring meeting in Norfolk. Leonard, much to my surprise, remembered me, and when I told him of my search for an archival position he introduced me to another professional archivist, Mr. Peter Parker, and Mrs. Alice Jaffe.² I was invited to join them for dinner. Norfolk was then in its monsoon season, and as the only diners in the view-of-the bay section of the restaurant we anxiously watched as a lone bulldozer attempted to build a wall of sand between us and the white-capped waves of the Chesapeake Bay to prevent the sea from washing us and our dinners out into the Bay. Leonard, ever the fountain of wit, facetiously observed: "If that fellow out

there doesn't do his job soon we'll be swimming with the fishes instead of eating them."

He is a man for all seasons, a gentleman, and an inspiration. But above all, he has our deepest respect. Although retired, he continues to serve and participate in MARAC. I do not know how many archivists he has influenced or motivated but am pleased to participate in this public recognition of his contributions. By honoring him we pay tribute to one of MARAC's pioneers and our profession. Leonard, your name is truly synonymous with camaraderie. We salute you as our mentor, now and always. On behalf of MARAC, it is my pleasure and honor to present you with this Distinguished Member Award.

¹ Leonard Rapport, "Fakes and Facsimiles: Problems of Identification," *American Archivist*, vol. 42, no. 1 (January 1979): 13-58; Joel M. Lee, ed., *Who's Who in Library and Information Services* (Chicago, 1982), 404; *Who's Who in the East*, 22nd ed. (Wilmett, Illinois, 1988), 700; Rod Ross, "The Arline Custer Award, 1976-1991: A Retrospective," *mid-atlantic archivist*, vol. 21, no. 2 (Spring 1992): 4 (see also the article "Cradle" in this same issue, page 3, for the history of the MARAC cradle as told by Rapport); Leonard Rapport, "No Grandfather Clause: Reappraising Accessioned Records," *American Archivist*, vol. 44, no. 2 (Spring 1981): 143-150.

² Louis I. Jaffe (1988-1950), a Virginia journalist awarded the 1929 Pulitzer Prize for an editorial denouncing lynching. He later became editor of the *Norfolk Virginian-Pilot*.

MARAC'S 20TH ANNIVERSARY

MARAC Celebrates Donald F. Harrison

Donald F. Harrison

Presented by Bruce Ambacher

Donald F. Harrison has earned MARAC's Distinguished Member Award as a respected archivist and a dedicated volunteer with a clear vision of what MARAC is and can be.

On March 3, 1991, Don Harrison became the first archivist to retire from the National Archives having devoted virtually his entire career to electronic records. During his 20 years at NARA Don served as a supervisor and as an educator, trainer, and workshop instructor. He also played a role in developing basic policy, procedures and guidance regarding all aspects of archival processing for electronic records. But the role that Don enjoyed most, the role he excelled in, was in working with military agencies to identify, schedule, and transfer to NARA, their electronic records of permanent historical value. When he retired Don created a still unfilled void.

I would be remiss if I did not inform you that Don is one of the few archivists who also is in the National Archives. As the U.S. Army's Command Historian in Vietnam in 1965-1966, Don established the Army's historical program for documenting its role in the conflict in Vietnam. Appropriate series are replete with Don's correspondence, reports, and procedures memos. Long before he became an archivist, Don knew the importance of creating adequate and proper documentation.

As notable as Don's career at NARA was, he is not being given MARAC's Distinguished Member Award for that work. MARAC is recognizing Don's long and varied service in our behalf.

Don is a founding member - one of that small group who attended the first semi-annual meeting in Wilmington, created the Conference, and established the example of volunteer service to MARAC.

Don became the *mid-atlantic archivist's* first (and third) editor. He served as editor from 1972 until 1983, with a short break to complete his Ph.D. dissertation. He devoted a great deal of time to constantly improving *maa* and to injecting a light tone and a realistic self-assessment when it was required - or desired. Don established *maa* as one of the best regional newsletters in North America. I served as his assistant editor for several years and know he viewed *maa* as second only to the semi-annual conferences in conveying to MARAC members and the archival profession at large the organization and activities of the organization.

Don became the first chairman of the Publications Committee. He served both while it oversaw the newsletter and later when it focused on other MARAC publications. Don facilitated the movement of the technical leaflets, established by the New York Caucus, from the newsletter to the current independent format. He also started the Archival Symposia series, so capably edited by Ericka Thickman Miller, thereby establishing the "MARAC look" for all of our publications.

Dr. Harrison's distinguished service to MARAC includes holding the record for attending more steering committee meetings than any other conference member! He attended first as newsletter editor, then as publications chair. He even attended between 1983 and 1985 as a legitimate At-Large Member of the Steering Committee. Don has devised a method to ensure his record. He has just agreed to serve on the future meeting committee.

Don also has distinguished himself among MARAC members, as an accomplished professional who shares his knowledge with his colleagues through participation in semi-annual conferences as a formal program participant, workshop instructor, and com-

mittee member or chair - and as a publications salesman, and T-shirt salesman.

His commitment to educating the profession about his particular segment of archival records - electronic records - was so deep that he volunteered to organize the Fall 1990 conference on Automation in Archives. While some MARAC officers were concerned that automation might impact negatively on attendance, Don organized a program with something for every professional. "Don's meeting" attracted the largest MARAC attendance ever and returned the second largest profit ever to MARAC's treasury. And, as MARAC Chair Karl Neiderer can attest, his was the first semi-annual conference to prepare and submit its final report at the preceding semi-annual conference. The Archival Symposia volume on "Automation in Archives" currently is being edited by - guess who - Donald Harrison.

Don's distinguished service and contributions to the growth and success of MARAC also has been exhibited in less formal ways over the past 20 years. He served as the model for the original MARAC logo - the mustached archivist adjacent to a filing cabinet. Many argued that the logo conveyed the image of a sleeping archivist leaning against his little used, musty records stored in a locked filing cabinet. Others argued that it resembled the lonely Maytag repair man. One only has to know the model to know that clearly this is not the case.

A second major informal contribution to MARAC's success came with Don's acquisition of a full size Buick in 1977. For nearly a decade that Buick transported virtu-

MARAC NEWS

ally the entire District of Columbia caucus to every MARAC Steering Committee meeting and semi-annual Conference. Leonard Rapport's Volkswagen Microbus transported the remainder.

Donald F. Harrison clearly deserves MARAC's Distinguished Member Award for his long, dedicated service to the Conference. He never outgrew MARAC and MARAC continues to seek his counsel and labor. He has earned it as a professional mentor to scores of archivists and as a gentleman who shares his positive outlook with all. Finally, he has earned this award in recognition of his most important contribution to the archival profession - **He hired me!**

On behalf of MARAC it is my pleasure to present MARAC's Distinguished Member Award to Donald F. Harrison.

New York Archives Week 1992 in New York City

With a little less than four months to New York Archives Week 1992, October 11-17, the calendar for our fourth annual celebration has begun to fill up. Here are a few highlights from the calendar-to-date.

The traditional kickoff, Family History Fair, will take place on Sunday, October 11, at NYU's Loeb Student Center. The Awards Ceremony will be held the evening of October 13 in the foyer of the Surrogate's Court Building, Municipal Archives. Awards will again be presented for both the distinguished support of archives and the innovative use of archives.

Other events will include a lecture hosted by the Medical Archives Committee; a day of exhibits, lectures and workshops at the Schomburg Center for Research in Black Culture; a Tamiment Playhouse event at the Tamiment Library/Robert F. Wagner Labor Archives; and a one-day conference cosponsored with the Bank Street College of Education that will bring together representatives of teachers' colleges and the archival community to establish a dialogue among professors, students and archivists on the planning of curricula based upon archival resources.

★★★

FAR-REACHING OUTREACH 4,000 MILES AND STRETCHING

How far can you reach out? Sometimes outreach efforts can go far beyond our usual ideas of making contact with our local users and researchers. Sometimes, the reach can stretch half-way around the world. With a bit of luck and a lot of help from International Professional Exchange, an affiliate of the Council of International Programs, we hope to make it possible for working professionals in the archives field to visit the United States and work at repositories in the MARAC region. Visiting archivists from Central European countries will live with host families during their 13-week stay.

Don't think you need to be a wealthy, prestigious institution to participate. Hosting a visiting professional archivist is not beyond the reach of many small, non-profit, repositories. Don't worry if no one on your staff speaks a foreign language, participants are expected to have a good command of English. Don't worry if you can't devote a lot of staff time to training - this is not an inexperienced student intern, but a skilled professional.

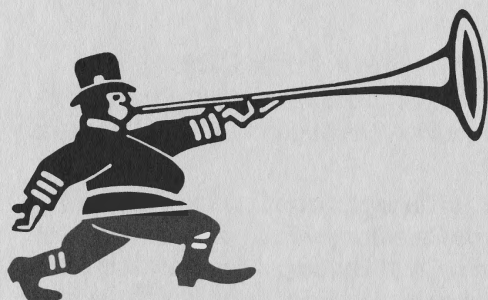
And even if your repository is unable to host an archivist from Eastern Europe, you can, as a host family, invite a visiting professional to stay in your home for three to six weeks.

If you are curious and interested in more information, please contact Winnie Lanoix, International Professional Exchange, Museum of the Philadelphia Civic Center, 34th and Civic Center Boulevard, Philadelphia, PA 19104, (215) 387-3842.

Special Note:

**The presentation for
Ron Becker
will be published
at a later date.**

NEWS NOTES



DANCE PRESERVATION CENTER MOVING TO JACOB'S PILLOW

Preserve, an organization dedicated to protecting performing arts archives, has moved its base of operations to **Jacob's Pillow Dance Festival**. The archives center opened offices at the Festival on June 1, 1992.

Preserve at Jacob's Pillow, a partnership supporting documentation and reservation, will become a clearinghouse of archival information for the dance field. Activities at the center will include preservation workshops, lecture/demonstrations, film showings, and documentation projects such as video and oral histories. In addition, **Preserve at Jacob's Pillow** will publish instructional manuals, provide archival consultants for on-site assistance to performing artists and organizations, and establish a toll-free telephone number for archives information.

"Jacob's pillow provides the ideal setting for Preserve's programs," states Hansen Kopp, Executive Director of Preserve. "Dancers from different cultures, styles and generations gather there, so you find that history meets contemporary work at every moment."

"All of the programs currently sponsored by the Pillow will be greatly enhanced by the presence of Preserve," said Sam Miller, Executive Director of Jacob's Pillow. "Our three major program areas are presentation, education and preservation, and Preserve offers additional resources to all these areas."

Jacob's Pillow formally instituted a preservation program in 1990 to provide future generations with a record of the

Pillow's seminal role in dance history. Among the most visible products of this program have been the **Men Dancers** performances given last Fall at the Joyce Theatre and the Ted Shawn Centennial exhibit currently at the **National Museum of Dance**. Norton Owen, Director of Preservation for Jacob's Pillow, has been the driving force behind the Festival's efforts to preserve its collection of documents, photographs, films and costumes, and he will continue to be integrally involved in the new relationship with **Preserve**. "We are hoping to provide an important link between dance companies and repositories, and we intend to serve as broad a constituency as possible," commented Owen.

Preserve was founded in 1987 by Kopp and the late Michael Scherker in response to the increasing need for documentation of dance and performance art. **Preserve** has sponsored several symposia on dance documentation in addition to presenting a series of archives management workshops to dance companies throughout the United States.

Founded by modern dance pioneer Ted Shawn, **Jacob's Pillow** is the oldest dance festival in the United States. The Pillow has nurtured indigenous American dance as well as famous international artists, encouraging and supporting variety and diversity. This summer marks the 60th anniversary of the Festival and the 50th anniversary of the Ted Shawn Theatre, the first theatre in the United States designed exclusively for dance. The School at Jacob's Pillow is initiating a new collaboration this season with Bennington College, and other Pillow activities include Artists-in-Residence, an Intern Program, Managers and Presenters Conferences, Adult Education seminars and In-School Programs.

A recent study, ***Images of American Dance: Documenting and Preserving a Cultural Heritage***, commissioned by the Andrew W. Mellon Foundation and the National Endowment for the Arts, is the culmination of a two-year exploration of the status of dance documentation in the United States. The report, prepared by William Keens and Associates, notes that great gaps exist

MARAC PROUDLY PRESENTS THE WINNERS OF THE 1991 FINDING AID AWARDS

Barbara Lewis Burger. *Guide to the Holdings of the Still Picture Branch of the National Archives.*

"Duely and Constantly Kept:" *A History of the New York Supreme Court, 1691-1847 and An Inventory of Its Records (Albany, Utica, and Geneva Offices), 1797-1847..*

Diane Vogt O'Connor. *Guide to Photographic Collections at the Smithsonian Institution: National Museum of Natural History, National Zoological Park, Smithsonian Astrophysical Observatory, Smithsonian Tropical Research Institute.*

Allan Teichroew. *W. Averell Harriman: A Register of His Papers in the Library of Congress.*

The Finding Aid Awards Committee invites submissions for this year's awards to be presented at the spring 1993 meeting. Any recent finding aid prepared at a repository in the MARAC region or prepared by a member of MARAC is eligible. Please submit two copies of the finding aid to Christina Bolgiano, Special Collections, Carrier Library, James Madison University, Harrisonburg, VA 22807.

in the current record of dance, and that a variety of educational initiatives are needed to ensure that archival standards are adopted and maintained.

As one result of the study, the **Dance Heritage Coalition Planning Group**, comprised of representatives from the Library of Congress, the Dance Collection of The New York Public Library for the Performing Arts, the Harvard Theatre Collection, and the San Francisco Performing Arts Library and Museum, has been established to address issues and problems of preserving America's dance heritage. For more information telephone (413) 243-4110 or fax (413) 243-4160.

★★★

REFERENCE SHELF

The Southeastern New York Library Resources Council announces the publication of *Library Disaster Handbook: Planning, Resources, Recovery*, by Nelly Balloffet

Libraries are particularly vulnerable to disasters, since many are located in aging buildings and are close to natural sources of flooding. Whether a disaster happens as a result of fire or flood, water is generally the most damaging element to book and paper-based collections.

The Handbook was produced with funding provided by the New York State Discretionary Grant Program in the Conservation and Preservation of Library Materials.

Copies of the Handbook are available free to libraries and archival institutions throughout the Southeastern region and New York by contacting: Southeastern New York Library Resources Council, P.O. Box 879, Highland, New York 12528.

NEW JERSEY DEPARTMENT OF STATE RECEIVES FEDERAL GRANT TO SUPPORT CONTINUED NEWSPAPER MICROFILMING

The New Jersey State Archives, an agency within the Department of State, has recently been awarded a \$240,000 supplemental grant from the National Endowment for the Humanities (NEH) to continue the microfilming phase of the New Jersey Newspaper Project (NJNP). The project is part of a nationwide effort funded by the NEH to preserve the country's newspaper heritage. The funds will allow NJNP, already in existence for three years, to continue until June 30, 1994.

In its first three years, the project has concentrated on microfilming newspapers that were published between 1860 and 1950, a period when they were printed on highly acidic paper stock which has since become extremely brittle. To date, NJNP has filmed approximately 1.9 million pages of newspapers on 2,000 rolls of 35mm microfilm. Almost 300 newspaper titles have been thereby preserved, or virtually all significant newspaper holdings which had not yet been microfilmed. (Many New Jersey newspaper titles had already been filmed, prior to the start of the project, thanks to the efforts of publishers, libraries and state grant-giving authorities.)

During the two-year supplemental grant, the project will turn to microfilming more contemporary papers, dating from 1950 to the present. Although recent-vintage newspapers rarely show advanced physical decay, they have often been lost to posterity due to the destruction of publishers' back files. As titles have been repeatedly purchased, merged with other newspapers, their holdings have often been inadvertently discarded. The project will also seek to refile titles from all time periods for which only inadequate microfilm currently exists. All told, NJNP anticipates preserving 1.44 million additional pages of newspapers, taking up 1,800 rolls of 35mm film.

Records Manager

The National Research Council is currently seeking a records manager to direct appraisal, accession, description, retrieval, and storage activities; record preservation activities (including specialized preservation processes, paper and storage standards, and micrographic activities); development and maintenance of manual and automated finding aids and inventories; and research, analysis, and planning for records preservation, retrieval, storage, and preservation of electronic records. Requires a BA or equivalent, with training in archival or records management; 4-6 years professional experience related to administering a corporate records management program (including supervisory responsibility), familiarity required with automation applications in an IBM-PC environment; knowledge of database management software, particularly Paradox and FolloViews; and knowledge of micrographic applications and records management principles and practices. Salary: 30-40K. Please send resume and salary history in confidence to: **NRC, NAS 234-JG, 2101 Constitution Avenue, NW, Washington, DC 20418.** EOE

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MOVING IMAGE ARCHIVISTS ASSOCIATION OFFERS CHARTERED MEMBERSHIPS

Film and television archivists from the United States and Canada have joined together to form a new North American professional organization - the Association of Moving Image Archivists (AMIA) - dedicated to ensuring the survival of our moving image heritage. AMIA is now offering charter memberships in 1992 and invites all interested professionals to become a part of the community of archivists, producers, manufacturers, scholars and concerned supporters involved in moving image preservation.

The AMIA Newsletter is also available at an annual subscription rate of \$15.00. For information on the 1992 AMIA Conference and membership please contact the AMIA Secretariat at the following address: Association of Moving Image Archivist, c/o National Center for Film and Video Preservation, The American Film Institute, P.O. Box 27999, 2021 North Western Avenue, Los Angeles, 90027 or call (213) 856-7637.

★★★

Libraries and Archives: Design and Renovation with a Preservation Perspective, by Susan Garretson Swartzburg and Holly Bussey with Frank Garretson, has been published by The Scarecrow Press, Inc., 1991. Note: a book review of this publication will be printed in the Fall 1992 issue of the *mid-atlantic archivist*.

★★★

A new revised edition of *Records Management Handbook for United States Senators and Their Archival Repositories* has been issued by the Senate Historical Office, Karen Dawley Paul, Archivist and prepared under the direction of Walter J. Stewart, Secretary of the Senate.

ARCHIVAL PRESERVATION MANAGEMENT: A NATIONWIDE TRAINING PROGRAM

The Society of American Archivists Preservation Management Training Program has been funded by the national Endowment for the Humanities to foster a core of ongoing, comprehensive preservation programs across the United States, staffed by archivists who are willing and able to lead the profession, teach others how to build programs, increase awareness of continuing needs, and provide information through formal and informal networks.

The program pioneers the concept of preservation as a function of overall archival management and introduces strategies that integrate the management of preservation activities into overall archival management. Participants will learn how to assess their collections' preservation needs, develop priorities based on feasible solutions, and develop action plans with a timetable for preserving collections within their institutions. By the end of the program institutions will have developed and implemented many of the policies and procedures which will serve as the foundation for a functional program.

Forty to sixty institutions will have the opportunity to participate in this program. Ultimately, these institutions will become models for archival preservation programming. Ten to fifteen applicants will be selected to participate in each of the four series of six-day workshops to be offered throughout the country between 1992-1994.

Each series is composed of three six-day workshops. Prior to the first workshop, participants will receive background readings and will be asked to complete a data-gathering survey. Participants will also undertake assignments between workshops, the results of which will be reviewed in the following workshop. In the final workshop, participants will begin to draft five-year preservation plans for implementation within their institutions. Topics will be covered from the management perspective and include the following:

Workshop A: Preservation planning; the nature of archival materials (paper, photographs, audiovisual materials, electronic media); collection survey methodology and techniques; environmental control; disaster preparedness and recovery.

Workshop B: Care and handling of archival materials; holdings maintenance; selection for preservation; conversion; reformatting; and exhibits.

Workshop C: Integrating preservation into archival functions; translating planning into operation programming; resource allocation and funding; sources of outside funding; funding applications; and national initiatives.

The first series is scheduled to begin in the fall of 1992. Application materials will be available in late May and mailed to SAA individual and institutional members. Participants will be selected according to the strength of their applications. A maximum of 15 participants will be selected for each series.

Requests for additional information about the program should be direct to Evelyn Frangakis, Preservation Program Director, The Society of American Archivists, 600 S. Federal, Suite 504, Chicago, Illinois 60605, (312) 922-0140.

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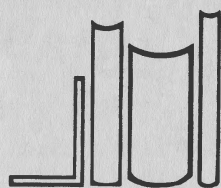
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NHPRC FELLOWSHIPS IN ARCHIVAL ADMINISTRATION: INSTITUTIONS SOLICITED TO BE HOST INSTITUTIONS

For the 1993-94 year, the National Historical Publications and Records Commission (NHPRC) is offering two fellowships in archival administration. The Commission is now accepting applications from archival repositories interested in serving as host institutions for the two fellows to be selected. Not-for-profit organizations and institutions, State and local government agencies, and Federally acknowledged or State-recognized Native American tribes or groups are eligible to apply. **This is a change in the program form the last three years.** The two positions will focus on active, hands-on experience in administration and management. The application receipt deadline is September 1, 1992. The fellowship program is funded jointly by the Commission and The Andrew W. Mellon Foundation.

The Commission strongly encourages any interested archives to contact the Commission staff to discuss their application. Commission staff will work with prospective applicants to assure that their applications include the range of administrative opportunities desired by the Commission. Prospective institutions should request guidelines and application forms from the NHPRC - NP, National Archives Building, Washington, DC 20408. **Host applications must be received no later than September 1, 1992.** For further information, contact Laurie A. Baty of the Commission staff at (202)501-5610.



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SESSION ABSTRACTS

From Stephen Foster to Eubie Blake: Research Use of Music Collections

by Cynthia Requardt, Johns Hopkins University

This session introduced the audience to the variety of materials held in repositories focusing on music and illustrated the parallels between these collections and more traditional archival repositories. The speakers also discussed the ways they promoted use of their collections.

Deane L. Root began with an overview of the Stephen Collins Foster Memorial located at the University of Pittsburgh. The collection was begun by Josiah Lilly as a hobby to occupy him during retirement. He started by collecting only Foster sheet music, but by the time he donated the collection to the University of Pittsburgh, it contained a wide variety of materials by, about, or alluding to Stephen Foster, his music and his times. The collection includes paper records such as manuscript and published music, correspondence, printed ephemera, and graphic materials as well as artifacts such as a piano and other instruments, early musical recordings, and many commemorative artifacts from plates to whiskey bottles. While research on Foster draws the largest number of researchers, the collection has also supported dissertations on more general aspects of social history such as public sculpture and Civil War music. Root ended his presentation with a discussion of his goal for the collection, which is for be not only a repository of information about Stephen Foster, but also an active part of the cultural life in Pittsburgh. To this end, the Foster Memorial sponsors the musical productions of "Dear Friends," a group whose performance of nineteenth century music is based on archival research.

Margaret Burri spoke about the Eubie Blake Collection at the Maryland Historical Society. This collection posed serious storage, processing and access problems for the repository taking it. The executors had difficulty in locating an institution willing to take the entire contents of Blake's townhouse. The Maryland Historical Society was willing to accept the entire collection because of its value not only to musical history, but also to the study of African-American social life in the early twentieth century. Processing the collection required the talents of a musicologist and the Society appealed to its neighbor, the Peabody Conservatory, to supply a student to sort and describe the musical portion of the papers. The other paper records, including correspondence, business records, and printed ephemera, are being processed by the Society. To promote the collection, the Eubie Blake Cultural Center has been established in Baltimore. Its permanent displays and musical programs have drawn the Eubie Blake Collection to the attention of scholars.

The final speaker was John Spitzer, a faculty member of the Peabody Conservatory. As a musicologist Spitzer has made extensive use of music collections such as the Foster Memorial and the Eubie Blake Collection. He briefly outlined the use made of these collections by scholars as well as performers.

While most of his students at Peabody are training for performance and not historical research, Spitzer believes it is valuable for his performance students to study original scores. Working with these materials trains the students to be more critical of their music and to make more intelligent interpretations for performance. Spitzer closed by reviewing the things which aid him and his students in doing archival research. These include a space for the students to work together with the materials, the ability to copy the music so it can be discussed back in the classroom, a good finding aid to the collection, and a reference collection close to the archival materials.

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Educating the User: Bibliographic Instruction for Special Materials

by Cynthia Requardt

Johns Hopkins University

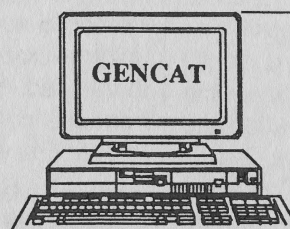
Archival materials by their unique nature have always presented users with challenges, and archivists have responded by teaching users how to locate and evaluate information in their collections. The three speakers in this session gave different perspectives on the idea of bibliographic instruction (BI) and how it is, or should be, practiced in archives. Lee Stout of Pennsylvania State University reviewed the recent library literature on the topic and summarized current thinking. BI should not concentrate on showing students only what is in a library, but also should help them understand the structure of information to allow them to find information themselves. The "Show and tell" method too often presents students with the answer (of where something is) before they have asked the question, and the information is, therefore, meaningless since they have no use for it. An alternative is to teach information seeking strategies by designing a class project that teaches how to find answers. Stout reviewed an interesting project in Denver where students were taught where to look for information and not just how to ask a librarian for the answer.

Louise Goldberg drew on her 21 years of experience in Special Collections at the Sibley Music Library of the University of Rochester to give examples of how she has successfully introduced music students to the existence and use of special materials such as archives, rare books, and graphic materials. She has tried to integrate information and special collections into the curriculum, either in the classroom or through individual consultations. She also emphasized the need to tie use of materials to a specific class assignment. Other ways to teach are through exhibits and sponsorship of events, such as concerts based on the materials in the collection.

The session concluded with a presentation by Christinger Tomer, who is on the faculty of the School of Library and Information Science at the University of Pittsburgh. He outlined various theoretical bases for the current debate on bibliographic instruction. He also noted that renewed interest in bibliographic instruction is a response to the failure of making libraries self-service. Another issue concerns the qualifications of librarians to teach. In general, Faculty do not think they are qualified, so it is difficult to get them to accept the need for library instruction.

PEOPLE

The board of directors of the Amistad Research Center announces the arrival of **Dr. Frederick J. Stielow** as its new executive director. The center is located on St. Charles Avenue on the Tulane University Campus in New Orleans and is one of the nation's premier repositories for African-American and multicultural art work and historical collections.



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PEOPLE

Dr. Stielow returns to Louisiana from Washington, D.C. He had been serving as an associate professor (teaching archives and information technology) for the School of Library and Information Science of Catholic University of America and as senior archivist for the Afro-American Newspapers Archives and Research Center.

David W. Carmicheal has added the responsibilities of County Records Manager to his duties as Westchester County Archivist.

Diana Maull, formerly Assistant County Archivist, has been appointed Assistant Deputy for Archives for Westchester County.

Christopher Gratzel, formerly with the Dutchess County Archives and the Rockefeller Archive Center, has been appointed Assistant County Archivist for Westchester County.

PRESERVATION NEWS

Deacidification Update

From the Commission on Preservation and Access "Newsletter," June, 1992, p. 2: "After Concluding that only one mass deacidification process currently has the potential to meet all of the Library of Congress's preservation and related technical requirements, James Billington, the Librarian of Congress, has requested \$375,000 to proceed with the first phase of a three-phase action plan. The plan proposes to correct remaining problems with the technology and to contract for deacidification services in graduated increments, culminating with the treatment of 300,000 books per year at an annual cost of \$4.5 million."

After a survey of the processes under development in North America and in Europe, the Library has decided that Akzo Chemical's DEZ process offers the best potential at this time. With funding from Congress, the Library hopes to resolve some of the problems, such as discoloration and odor, that can occur in the DEZ process, and to treat a limited number of books in its collection to gain some more experience with it.

The report from a meeting of representatives from several institutions exploring and/or using mass deacidification technologies, *Roundtable of Mass Deacidification*, edited by Peter G. Sparks, has just been issued by the Association of Research Libraries, 1527 New Hampshire Ave., NW, Washington, D.C. 20036; \$20.

Although a number of problems have arisen in the mass deacidification of books using the processes that are now on the market, archival materials may be more easily treated. In the coming year, a number of experiments to test these processes and assess their strengths and weaknesses further will be underway. Archivists are encouraged to follow these projects closely.

LC Explains New Security Measures

In letters to the academic community, Librarian of Congress James H. Billington outlined new security measures taken "sadly" in the wake of increased evidence — including three arrests for theft and vandalism of unique library materials — that the Library of Congress collections were threatened. "Many of our invaluable books have been mutilated or stolen from the collections. The vandalism is shocking; much has been lost forever," he wrote.

Thus, on March 30 Billington eliminated the option of stack access for scholars. He notes that the Library is mindful of researchers' needs, "and indeed [we] wish that more scholars would use the collections," taking advantage of the Library's new electronic search system and its reference staff." (Abridged from *LC Information Bulletin*, June 1, 1992, 231.)

★★★

The Northeast Document Conservation Center (NEDCC) has received a grant from the National Endowment for the Humanities (NEH) to undertake subsidized preservation planning surveys for institutions in New England, New York, New Jersey, and Maryland. The survey includes a one-day visit by a member of its Field Service team and a written report of observations and recommendations. The consultant evaluates building conditions, collections, and storage and handling procedures in order to identify potential hazards to collections and to design strategies for preserving paper-based and documentary materials in the best condition possible. The survey provides the basis for a long-term plan for an institution as well as valuable support for grants and preservation projects. The cost of a subsidized survey is \$250 plus travel costs. Requests for applications should be sent to Karen Motylewski, Director of Field Services, NEDCC, 100 Brickstone Square, Andover, MA 01810.

★★★

The Conservation Center for Art and Historic Artifacts (CCAHA), Philadelphia, PA, has received a grant of \$8,000 from the Graham Foundation to support on-going research on the fabrication and preservation of American architectural drawings produced before 1930. Lois Olcott Price, Senior Conservator, is undertaking the project and will complete a monograph to assist curators, archivists, and conservators in preserving architectural drawings through a better understanding of the materials and techniques used in their production.

CCAHA has been awarded a contract by the Virginia State Library and Archives (VSLA) to conduct conservation surveys of 112 Circuit Court Clerks' offices in the state. During the 1990 session the General Assembly of Virginia passed additional legislation creating a new funding course by adding a \$1 fee to the cost of recording land records. This funding is channeled into the VSLA for the specific purpose of preserving circuit court records. A large portion of these funds will be directed back into the Circuit Court Clerks' offices for specific conservation and preservation projects. As a first step in this program, overview conservation surveys will be undertaken to include all aspects of conservation and preservation problems and situations found in the clerks' offices and recommendations will be made for preservation planning. The project will run until October 1993.

-- Susan Swartzburg

EMPLOYMENT

ARCHIVIST, American Institute of Physics, New York City

Archivist sought for history center. Assist in planning and implementation of accelerated records management program for Institute, prior to relocation. Participate in a wide variety of archival and library tasks.

Qualifications: MLS or MA with courses in archives management or the equivalent in archives work. Minimum two years post-degree or professional experience required. Some training or experience in records management preferred. Scientific background not required. Must be willing to relocate to College Park, MD (near Washington, D.C.) in late 1993.

Position opens September 1992. The Institute provides excellent benefits (including relocation reimbursement) and is an equal opportunity employer. Salary \$30-35,000 depending on experience.

Submit resume and letter of application to: Joan Warnow-Blewett, Associate Director, Center for History of Physics, American Institute of Physics, 335 E. 45th Street, NY, NY 10017. Phone: 212/661-9404 Ext. 547; FAX 212/986-5334.

RUTGERS UNIVERSITY LIBRARIES

Title: Consumers' Research Archivist (Grant Funded Position) Rutgers University Libraries

Responsibilities: Reporting to the Head, Special Collections and under the general direction of the Manuscripts Librarian will survey and appraise the Consumers' Research Archives; develop and implement and arrangement and description plan for the archives; prepare descriptive cataloging and MARC tagging of materials to the RLIN manuscripts database; and design and compile a finding aid.

Qualifications: MLS from an accredited library school and/or a master's degree in history or related field; 2-5 years experience in a research library; familiarity with automated procedures and cataloging rules as they relate to manuscripts and archives; and supervisory ability.

Salary: Compensation is \$31,132 for a 12-month Librarian IV appointment with possibility of renewal for the following year.

Status/Benefits: Non-tenure track, faculty status, calendar year appointment, TIAA/CREF, health, and life/disability insurance, prescription drug, dental and eyeglass plans, tuition remission, one month vacation.

Library Profile: Special Collections/Archives has systemwide responsibility for the acquisition and care of manuscripts, rare books, the University Archives and comprehensive New Jersey Collections in all formats. The Research Archives; a large and unique collection of materials documenting the early history of the consumer movement from 1930 to 1980. Included are extensive technical product testing files, subject files, correspondence, government war preparation files, photographs, and other topical files. Rutgers is a member of the Research Library Group, Association of Research Libraries and American Association of Universities.

Submit resumes and three sources for current references no later than: August 15, 1992 to: Sandra Troy (APP. 188), Libraries Personnel Officer, Rutgers University Libraries, 169 College Ave., New Brunswick, NJ 08903, FAX #908-932-7673.

EMPLOYMENT

As a service to the MARAC membership the *Mid-Atlantic Archivist* publishes announcements about professional opportunities for archivists. The *maa* reserves the right to decline or edit announcements that include discriminatory statements inconsistent with principles of intellectual freedom or the provisions of the Civil Rights Act of 1964 and its subsequent amendments.

There is not a fee for publishing job opportunities; however, announcements from the MARAC region will be given priority. The deadlines for the *maa* are December 1st, March 1st, June 1st and September 1st. Because the *maa* is delivered via bulk rate, exact delivery dates cannot be guaranteed.

It is assumed that all employers comply with Equal Opportunity/Affirmative Action regulations.

STEERING COMMITTEE

Summary of Steering Committee Actions and Reports at the Meeting of 7 May 1992 in Pittsburgh, Pennsylvania.

Steering Committee:

- approved the minutes of the 6 February 1992 Steering Committee meeting, with the following corrections:

- * (on p. 2, 4., a.) David Hedrick;

- * (on p. 3, 6., par. 2) The origins of the endowment fund are not well covered in past minutes, ...;

- * (on p. 3, 6., par. 3, first sentence) Change to read "The Chair stated that he would appoint an ad hoc committee consisting of the Finance Committee, himself, and representatives of the Education, Outreach, and Awards committees to take this matter up and report to the Steering Committee in Pittsburgh...";

- * (on p. 3, 6., par. 3, next to last sentence) Change to read "Cynthia reported that her discussion with a CPA revealed that if MARAC were to set up a foundation classified as a 501(c)3 organization, a separate board and other details would be required.";

- * (on p. 3, 6., par. 3) Omit last sentence;

- * (on p. 4, 8., first sentence) Add after "articles of incorporation in the State of Delaware", "dated 1981". Change "revealed that..." to "stated that MARAC was a 501(c)3 educational organization, but a 1978 ruling...";

- * (on p. 5, p. 2, #2, 1.) Delete sentence beginning "Heidi Ziemer has been asked..."

The Chair reported:

- the resignation of Charlotte Brown, effective May 1, due to her move to a job at UCLA [Arrangements have been made for Diane Shaw and incoming State Rep. Margaret Jerrido to lead the Pennsylvania caucus meeting];
- the receipt of a copy of a letter written by Richard Waldron, Acting Executive Director of the New Jersey Historical Commission, to Gerald George, Executive Director of the National Historical Publications and Records Commission (NHPRC), regarding the CAPES program, in response to George's editorial in *Annotation* for March 1992 [Copies of the letter were distributed to State Representatives for use at the caucus meetings];
- the following new appointments and reappointments to standing committees and other positions: Parliamentarian – Bruce Ambacher; Education – Nanci Young, Jan Blodgett, Frank Burke, Laura Kline, Marian Matyn; Finance – Martin McGann, Ed Boone; Finding Aids Award – Ervin Jordan, Glenn McMullen; Meeting Coordinating – Don Harrison, Laura Katz Smith, David Carmicheal and Robert Coley (interim reappointments); Membership Development – Jeffrey Flannery, Bonita Craft Grant, Jennie Guilbaud; Outreach – Jeffrey Carter, Maxine Lurie, Claire McCurdy; and Publications – Bro. Denis Sennett, David Carmicheal, Richard Wood, Cynthia Miller;

- that the bylaw revisions first presented to the membership at the Roanoke business meeting would be voted upon at this Saturday's business meeting;

- receiving a report from the MARAC liaison to the National Coordinating Committee for the Promotion of History, Maxine Lurie, with a recommendation that MARAC send letters of support regarding the requested increase to \$171 million in the FY93 Congressional appropriation for NARA and the NHPRC The Steering Committee authorized the Chair to write letters of support.

- received the report of the Finding Aids Award Committee that four awards would be made at Saturday's Business Meeting;

- received the report of the Membership Development Committee that Jeff Flannery has agreed to chair the committee and that the committee is beginning to move on a number of issues;

- concurred in a statement of gratitude voiced by the Chair to Jeff Flannery as the chair and to the remainder of the committee for a job well done. The results of the election were announced: Treasurer, Jim Byers; Secretary, Janet Linde; Delaware Representative, Jon Williams; DC representative, Fynette Eaton; Maryland representative, Jan Blodgett; New Jersey representative, George Tselos; New York representative, Adele Lerner; Pennsylvania representative, Margaret Jerrido; Virginia representative, Betsy Pittman; West Virginia representative, Debra Basham; Arline Custer Award Committee, Robert Sink and Cynthia Pease Miller; and Nominations and Elections Committee, Annita Andrick, Joanne Mattern and Clifford Muse.

- passed by acclamation the recommendation of the Outreach Committee that a Service Award be presented to Cynthia Swank for her work as MARAC Treasurer and on the complex issues of liability, the establishment of an Endowment Fund and MARAC's IRS status.

- * received the report of the Publications Committee including that a new technical leaflet is going on sale in Pittsburgh (#7, "Identifying and Handling Classified Documents in Archives", by Ken Schlessinger and Marvin Russell) at a new price of \$2.00 which will cover postage, and that the recommendation on the continuation of the symposia series, the author agreement form and the reproduction policy will all be presented to the Steering Committee at the summer meeting;

- received a progress report from the Long-Range Planning Task Force that the Conference Chair will be contacting committee chairs to ensure that the individual committee plans get to him or to Gerry Phillips in time so that the Steering Committee can act on the plan at the summer meeting;

- received the report of the Liabilities Issues Task Force that MARAC has been covered by a commercial general liability policy purchased from the Great American Insurance Co. since April 29;

MARAC Business Meeting Minutes

Pittsburgh, Pennsylvania

9 May 1992

Karl Niederer called the meeting to order at 9:55 a.m.

1. Evelyn Frangakis gave a presentation on the SAA Archival Preservation Management Training Program.

2. The minutes of the Business Meeting of 9 November 1991 in Roanoke, Virginia, were approved as published in the *Mid-Atlantic Archivist*.

3. Connie Cartledge presented the 1992 Finding Aids Awards. Four winners were chosen from fifteen submissions. They are: *Guide to the Holdings of the Still Picture Branch of the National Archives*, by Barbara Lewis Burger; *Duely and Constantly Kept*, by James D. Folts, New York State Archives and Records Administration; *Guide to Photographic Collections at the Smithsonian Institution*, v. 2, by Diane Vogt O'Connor; and *W. Averell Harriman: A Register of His Papers in the Library of Congress*, by Allan Teichroew.

4. Heidi Ziemer presented a MARAC Service Award to Cynthia Swank for her work as MARAC Treasurer and on the complex issues of liability, the establishment of an Endowment Fund and MARAC's IRS status. Cynthia accepted with a message to all MARAC members on how easy it is to get involved in MARAC activities and encouraging all to do so.

5. Chair's Report – Karl Niederer

a. Appointments/reappointments of individuals to standing committees were announced, names to appear in the next issue of the *MAA*, as were appointments to liaison positions and the appointment of Bruce Ambacher as Parliamentarian. The Chair also acknowledged and thanked the retiring officers and committee members.

b. The creation of two special committees with related functions was announced; the first, to establish guidelines for funding and disbursing MARAC's Endowment Fund, based on the long-range plan; and the second, to investigate the feasibility of changing MARAC's tax-exempt status with the IRS from a 501(c)(6) professional association to a 501(c)(3) educational organization, in order to provide a greater incentive for members to make donations to the Endowment Fund.

c. Publications Committee Chair Greg Bradsher announced at the Steering Committee meeting the release of a new technical leaflet, "Identifying and Handling Classified Documents in Archives," by Kenneth Schlessinger and Marvin

Russell, and that two more would be ready by the Fall 1992 meeting in Buffalo. He also announced that a formal publishing agreement between MARAC and authors/compiler of works published under MARAC's auspices would be presented to the Steering Committee at the summer meeting and that one of the long-awaited contributions to the symposia series would be ready for publication this summer, and another soon after.

d. Education Committee Chair Diane Windham Shaw announced at the Steering Committee meeting that that committee's proposal for a workshop program, under whose auspices continuing education units may be offered, would be ready for Steering Committee approval this summer, and implementation beginning with the Spring 1992 meeting in Long Branch, New Jersey.

e. A full summary of the Steering Committee meeting of 7 May 1992 will appear in the next issue of the *MAA*.

6. Vice Chair's Report – Jodi Koste

a. Jodi made reference to the lack of alcohol in the Hospitality Suite and stated that the issue would be addressed later in the meeting as part of a discussion of liability issues.

b. The following dates and locations for future meetings were announced: Buffalo, New York – 29-31 October 1992; Long Branch, New Jersey – 6-8 May 1993; and Gettysburg, Pennsylvania – 4-6 November 1993. The Meetings Coordinating Committee is looking for sites for 1994, and volunteers are needed to handle future local arrangements.

7. Treasurer's Report – Cynthia Swank

The member's attention was drawn to copies of the six-month Treasurer's Report on each table. Cynthia pointed out that both membership and dues have increased and that the Endowment Fund has been broken out in her report, showing \$250 in contributions from members.

8. Nominating Committee Report – Jeff Flannery

Jeff credited his committee for the smooth running of the election and thanked Marsha Trimble, Karen Stuart and the nominees for their cooperation. The new officers, Steering Committee members, and Custer Award and Nominations and Elections committee members were then announced and asked to stand if present: Treasurer, Jim Byers; Secretary, Janet Linde; Delaware Representative, Jon Williams; DC representative, Fynette Eaton; Maryland representative, Jan Blodgett; New Jersey representative, George Tselos; New York representative, Adele Lerner; Pennsylvania representative, Margaret Jerrido; Virginia representative, Betsy Pittman; West Virginia representative, Debra Basham; Arline Custer Award Committee, Robert Sink and Cynthia Pease Miller; and Nominations and Elections Committee, Annita Andrick, Joanne Mattern and Clifford Muse.

9. Local Arrangements Committee Report – Pittsburgh – Mary Kay Johnsen

Steering Committee (Continued)

- passed a motion to accept the recommendations and revised guidelines contained in the report of the ad hoc committee to review eligibility criteria for awards;
- announced that the next meeting of the Steering Committee will be held on August 5 (with a backup date of July 29) at the Maryland Historical Society in Baltimore.

Continued on P. 20

Business Meeting Minutes (Continued)

Mary Kay thanked her committee, Jodi and Karl for all their help.

10. Program Committee Report – Pittsburgh – Richard Cox

Richard thanked Jodi and his committee for all their help.

11. Local Arrangements Preview – Buffalo – Heidi Ziemer
A slide show depicting the attractions of the Buffalo area was shown.

12. Old Business – Bylaw changes

A motion was entertained to accept the changes to the MARAC Bylaws that were presented to the membership at the Roanoke meeting. It was moved, seconded and passed that the bylaw changes be accepted.

13. New Business – Liability Issues

Karl reported that the officers had met with several members yesterday regarding the liability issues that had prevented the serving of alcoholic beverages at the Hospitality Suite at this meeting. Cynthia Swank provided background on the Steering Committee's investigations and deliberations over the past two years on the issues of liability and insurance. Karl apologized to the members for the fact that the late mailing of the Spring MAA had prevented news of this dilemma getting out to the members prior to the meeting, reported that state caucuses had been polled as to members' preferences for the future of the Hospitality Suite, and assured those present that the Steering Committee will move ahead as quickly as possible to forge a satisfactory resolution to the problem.

14. Greg Bradsher presented the following resolution:

"Whereas Richard Cox pulled out of his archival box

A program committee the equal of Fort Knox,
And whereas this committee forged ahead without hesitation
and put together a program on archival education,
And whereas the sessions produced
were developed so that we would be seduced,
And whereas the committee sifted and strained
and produced speakers who were well-trained,
And whereas the speakers waxed and waned
and presented papers that were very sane,
And whereas we were all educated in archival stuff
and took it all in, until we said **ENOUGH!**
And whereas it can be safely said the program met all of our expectations

and that we all received great educations,
Be it resolved that the program committee be thanked and congratulated and Richard and his lionhearted band be given a big hand," which was approved unanimously.

15. Linda Clendenning presented the following resolution:
"Whereas, we crossed the three rivers, none the Pee Dee,
in order to learn of Kleber and his Dear Friends three;

Whereas, we brought the sun, and a little rain,
and archival education may well be in vain;

Whereas, though the Holiday Inn surpasses the dorms that were Pitts,

the suite hospitable had to call it quits;

Whereas, some explored the Cathedral of Learning,
others discovered for a cruise they were yearning;

Whereas, 20 years have gone surprisingly fast, and
we know MARAC friendships will always last;

Whereas, since MARAC is spelled in 20 carrots,
the Local Arrangements deserves many merits –

Be it resolved that we thank Mary Kay Johnsen and her hard-working committee for a memorable 20th Anniversary Meeting," which was approved unanimously.

16. The meeting was adjourned at 10:30 a.m.

Respectfully submitted,

Janet R. Linde
MARAC Secretary

Upcoming MARAC Meetings

Fall Meeting
Buffalo, New York
October 28 - 31, 1992

Spring Meeting
Long Branch, New Jersey
May 6 - 8, 1993

Fall Meeting
Gettysburg, Pennsylvania
November 4 - 6, 1993

**MID-ATLANTIC REGIONAL ARCHIVES CONFERENCE
TREASURER'S REPORT, 1991-92 FISCAL YEAR
October 1, 1991 to September 30, 1992**

Item	Budget FY91-92	Quarter 1	Quarter 2	Cum % of Budget	1991-92 YTD	1990-91 Actual
Income						
Membership Dues	\$9,600.00	\$8,578.00	\$1,234.00	102%	\$9,812.00	\$9,203.61
Publication Sales	1,000.00	126.76	53.70	18%	180.46	842.15
Publ. Advertising	1,500.00	2766.00	205.00	32%	481.52	1,244.00
Bank Interest	2,250.00	154.91	373.61	23%	528.52	2,232.80
Conferences	9,000.00	.00	2,679.16	30%	2,679.16	18,131.29
Mailing List Sales	160.00	.00	40.00	25%	40.00	130.00
Endowment Contrib. & Int.	.00	250.00	.00	--	250.00	.00
Total Revenue	\$23,510.00	\$9,385.67	\$4,585.47	\$59%	\$13,971.14	\$31,783.85

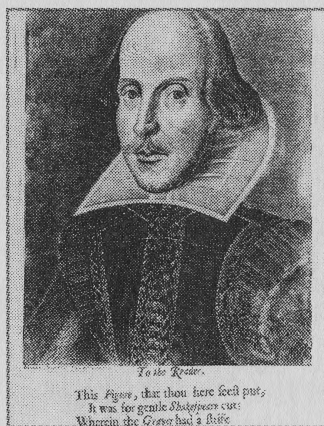
Expenses						
Admin. & General	\$3,260.00	\$384.87	41,470.89	57%	\$1,855.76	2,381.75
Membership	2,650.00	363.30	407.78	29%	771.08	1,924.53
Committees	2,750.00	35.16	1,066.79	40%	1,101.95	2,671.56
Conference Advances	1,500.00	500.00	.00	33%	500.00	4,033.08
Publications	10,000.00	2,376.30	2,173.40	45%	4,549.70	11,571.72
Awards	300.00	200.00	.00	67%	200.00	200.00
Postage	2,700.00	407.28	602.28	37%	1,009.56	.00
Other expenses	\$.00	.00	7.50	--	7.50	97.00
Total Expenses	\$23,160.00	\$4,266.91	\$5,728.64	\$43%	\$9,995.55	\$22,879.64

Net Income or (Net Loss)	\$5,118.76	\$1,143.17	\$3,975.59
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Summary		Fund	Opening	Credits	Debits	Closing
Opening Balance	\$48,692.72					
Income	4,585.47	Current	\$11,442.72	\$4,585.47	\$5,728.64	\$10,299.55
Expenses	5,728.64	Endowed	6,000.00	250.00	.00	6,250.00
		Reserve	24,000.00	.00	.00	24,000.00
		Surplus	7,000.00	.00	.00	7,000.00
Closing Balance	\$47,549.55	Totals	\$48,442.72	\$4,835.47	\$5,728.64	\$47,549.55

Cash Accounts	
Checking	\$1,120.47
Money Market	10,293.97
Savings Account	2,135.11
Certif. of Deposit	34,000.00
	\$47,549.55

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Responsibilities: Develops and maintains archival policies and use of the National Public Broadcasting Archives. Participates in survey and appraisal work; accessions collections deposited at the Archives at the UMCP campus. Directs the work of Program Analysis, student assistants, interns, and other staff on projects connected with the arrangement and description of collections. Develops finding aids and other research tools to assist the public in use of the collections. Provides reference assistance to users of the Archives; works with other library staff on public outreach and publicity. Assists in strategic planning, involving areas such as collection development, use of space, public relations, and grant funding. Acts as liaison between the University of Maryland at College Park Libraries and the Academy for Educational Development, a non-profit organization which presently is involved in the work of the National Public Broadcasting Archives in collection development, fund raising, public relations and oral history. As University responsibilities for NPBA increases, the archivist will take on added responsibility in these key areas.

Qualifications: Evidence of formal archival instruction and training required. Master's degree required; Master's degree in Library Science with emphasis on archival study preferred.

Experience: At least three years of experience as a professional archivist, including administrative and supervi-

sory experience required. In-depth knowledge of archival appraisal and processing techniques, funding raising, public relations, preservation, strategic planning, oral history and use of computers preferred. Previous archival work experience at a large academic campus preferred. Previous responsibility for administering archival collections in the field of broadcasting preferred.

Salary: \$29,702 minimum. Salary comm. with exp. Available benefits.

Applications: For full consideration, submit resume and names/addresses of three references by September 18, 1992. Applications will be accepted until the position is filled. Send resumes to: Ray Foster, Personnel Librarian, Library Personnel Services, McKeldin Library, University of Maryland, College Park, Maryland 20742-7011. Minorities are encouraged to apply.

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